

Board of Tax Assessors Meeting

Minutes of the September 11, 2025 Meeting

Members Present: MaryBeth Burnette, Dennis Conway, Raymond Gunnin, Tommy Mann and Mark Young were present for the meeting.

Staff Present: Steve Swindell, Trey Stephens, Ricky Hitt, Berrie Holmes, Lee Johnson, Blake McFarland, Kim Millsap, Reagan OBriant, Becky Parker and Jenny Thomas were present for the meeting.

Attorney: Abigail Roach of Roach, Caudill & Frost LLP was present for the meeting.

1. Call to Order: MaryBeth Burnette called the meeting to order.

2. Approval of Agenda: Motion by Mark Young to adopt the agenda, seconded by Tommy Mann and approved by each Board Member.

3. Approval of Minutes: Motion by Raymond Gunnin to approve the August 28, 2025 meeting Minutes, seconded by Mark Young and approved by each Board Member.

4. Public Comments: NONE

5. Consent Agenda: Motion by Mark Young to move Batch E-1, Batch E-1-1, Batch P1, Batch P3, Batch P4, Batch P6, Batch 1, Batch 1A, Batch 1B, Batch EX-1, Batch 3A, Batch 3A-1, Batch 3B, Batch 3B-1, Batch 3H, Batch 5, Batch 5A, Batch 5B, Batch 5CB, Batch 5CR and Batch 5H to the consent agenda and follow staff recommendations, seconded by Tommy Mann and approved by all Members.

Digest Changes:

Front Office, Becky Parker, Receiver of Records

Batch E-1, Dropped Exemptions

Batch E-1-1, Current Year Changes

Personal Property Department, Rhonda Peterson, Project Manager

Batch P1, Standard Agenda

Batch P3, Value Agreements

Batch P4, Certify to BOE

Batch P6, Audit Agenda

Commercial Department, Blake McFarland, Senior Appraiser

Batch 1, Current Year Changes

Batch 1A, Changes

Batch 1B, Certify to BOE

Batch EX-1, Current Year Changes

Residential Department, Lee Johnson, Senior Appraiser

Batch 3A, Appeal Changes

Batch 3A-1, Additions

Batch 3B, Certify to BOE

Batch 3B-1, Additions

Batch 3H, Certify to Hearing Officer

Rural Department, Ricky Hitt, Senior Appraiser
Batch 5, Current Year Changes
Batch 5A, Appeal Changes
Batch 5B, Certify to BOE
Batch 5CB, CUVA Breaches
Batch 5CR, CUVA Releases
Batch 5H, Hearing Officer

6. Chief Appraiser Report

Steve reviewed the 2025 Budget Report.

Tax bills have not been mailed due to a balancing issue.

The next BOA meeting will be Thursday, September 25, 2025 at 9:00 AM.

7. Attorney's Report / Executive Session: Abigail reviewed resolved and pending litigation cases.

8. Adjournment: Motion by Mark Young to adjourn, seconded by Raymond Gunnin and approved by all members.

MaryBeth Burnette, Chairman

Jenny Thomas, Secretary